



# Professional Development

## Providing Training for State Purchasing Professionals

### Quick Facts

**LENGTH**  
Self Paced

**CONTACT  
HOURS**  
2

**START TIME**  
Self Paced

**END TIME**  
Self Paced

### eBreviate Case Study 2

#### Course Description:

The purpose of this training program is to help enhance your skills on the use of the eBreviate application by introducing you to additional components of the tool.

This training will be primarily self-paced. It includes tutorial information on the use of the eBreviate tool and hands-on exercises to allow you practice the information discussed.

#### Audience:

Professionals responsible for writing Request for Proposals (RFPs) and/or responsible for inputting an already written RFP into the esolicitation system.

#### Objectives:

At the completion of this training course, you will be able to do the following:

- Create a Request for Proposal (RFP) from a template in the library
- Add a section from a template in the library
- Manipulate data tables
- Extend a posted RFP
- Invalidate a survey element
- Assign respondents to the item level

#### Prerequisites:

- eBreviate Case Study 1

To register for this course, click this link: [Learning Management System \(LMS\)](#)